

ACT WorkKeys Notice #11 – 2015.05.22: “ACT WorkKeys Test Administration Training for Online Testing” Webinar

Dear ACT WorkKeys Users,

This ACT WorkKeys Notice contains the following information about upcoming sessions of the “ACT WorkKeys Test Administration Training for Online Testing” training webinar:

- who should attend
- webinar delivery schedule and registration links
- topics covered in the webinar

Who should attend?

This webinar is intended for new test coordinators and proctors administering the online version of ACT WorkKeys. Anyone who would like a refresher on the basics of ACT WorkKeys online testing is also welcome. If you attended any of the previous sessions of this training webinar, you do not need to attend this session.

Webinar delivery schedule and registration links

The webinars last approximately 60 minutes:

[Wednesday, June 3, at 11:00 a.m.](#)

[Thursday, June 11, at 12:00 p.m.](#)

[Tuesday, June 16, at 1:00 p.m.](#)

[Thursday, June 25, at 12:00 p.m.](#)

Topics covered in the webinar

- Introduction to High-Stakes Testing
- Registering an Examinee
- Authorizing an Assessment
- Launching a New Assessment
- Launching an Interrupted Assessment
- Generating an Instant Score Report

Thank you for using ACT WorkKeys.

Sincerely,

The ACT WorkKeys Staff

workkeys@act.org

800.967.5539

For past ACT WorkKeys Notices, and for other ACT WorkKeys documentation, visit the ACT WorkKeys Reference Center website at www.act.org/workkeys-private/reference/.

Please be advised that all webinars are listed in Central Time. You will be given an opportunity to have the schedule displayed in your own time zone during registration.

Audio for the presentation can be accessed by phone or on your computer. Instructions will be given in the confirmation emails after you register.

Bookmark the **Learning@ACT** website for your ACT WorkKeys training opportunities:

www.act.org/learning-at-act/training/workkeys.html.

Email questions to rick.harris@act.org.